

**California Department of Human Resources
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Basic Group Term Life Insurance Administrative Fee Increase	REFERENCE NUMBER: 2015-022
DATE ISSUED: July 29, 2015	SUPERSEDES:

This memorandum should be forwarded to:

**Personnel Transactions Managers and Supervisors
Personnel Transactions Staff and Officers
Employee Benefits Officers
Accounting and Budget Officers**

FROM: California Department of Human Resources
Benefits Division

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The California Department of Human Resources is increasing the Basic Group Term Life Insurance administrative fee by 5 cents, effective September 1, 2015, pursuant to the California Government Code sections 19849.11 and 19849.12.

<u>Program Name</u>	<u>Code</u>	<u>Old Rate</u>	<u>New Rate</u>
Basic Group Life Insurance	200-003	\$0.45	\$0.50
Basic Group Life Insurance	200-004	\$0.45	\$0.50
Basic Group Life Insurance	200-005	\$0.45	\$0.50

The purpose of this memorandum is to inform the departments of the administrative fee increase, which is paid monthly by the employing departments for all eligible employees.

The State Controller's Office will implement the administrative monthly fee effective September 1, 2015, for the August 2015 pay period.

If you have questions related to this PML, please contact Monica Hernandez at (916) 324-0533 or email at monica.hernandez@calhr.ca.gov.

/s/

Belinda Collins, Chief
Benefits Division